



**TOWN OF PIMA**  
PLANNING & ZONING DEPARTMENT  
PO Box 426 • 110 W Center • Pima, AZ 85543  
(928) 485-2611

**APPLICATION FOR BUILDING PERMIT**

Property Owner \_\_\_\_\_ Today's Date \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

**APPLICATION IS HEREBY MADE TO THE TOWN OF PIMA FOR A BUILDING PERMIT FOR THE FOLLOWING:**

New Home ☐ Addition ☐ Remodeling ☐ Demolition ☐

Other Structure ☐ Specify: \_\_\_\_\_

Fence ☐ Type: \_\_\_\_\_ Height: \_\_\_\_\_ Ft.

Commercial Building ☐ Specify: \_\_\_\_\_

**THE PROPOSED WORK IS TO BE EXECUTED IN ALL RESPECTS IN CONFORMITY TO THE BUILDING ORDINANCES OF THE TOWN OF PIMA. (These ordinances coincide with IBC 2009.)**

Property Location: \_\_\_\_\_ Lot Size \_\_\_\_\_

Size of New Construction \_\_\_\_\_ (See Plot Plan on Back)

Front Yard Set Back \_\_\_\_\_ Side Yard Set Back \_\_\_\_\_

Approximate Market Value: \$ \_\_\_\_\_

Contractor (if any) \_\_\_\_\_ Phone \_\_\_\_\_

Contractor's  
Address \_\_\_\_\_

**On the back of this form, please attach a plot plan or draw a sketch of the lot and proposed improvements indicating the information listed on the back.**

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
REPRESENTING

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**FOR OFFICE USE ONLY**

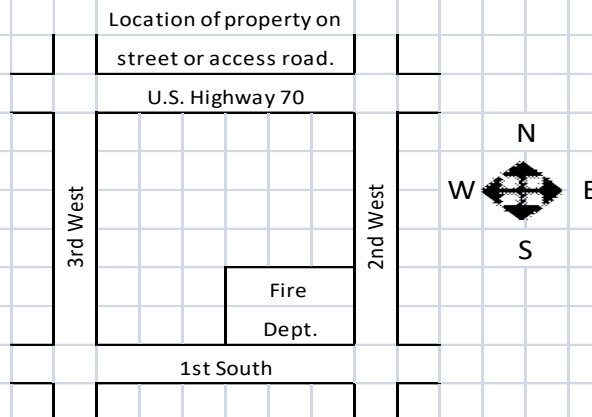
Fees Paid \$ \_\_\_\_\_ Parcel No. \_\_\_\_\_ Permit No. \_\_\_\_\_

New Construction Sewer Tap Fee \$1500 to be paid prior to receiving COO.

Draw a plot plan and show the following:

1. Location of property on street or access road.
2. Location of buildings on lot.
3. Buildings and lot dimensions.
4. Show North direction.
5. Show accessory buildings, ie., storage units, corrals, barns, etc.

Example



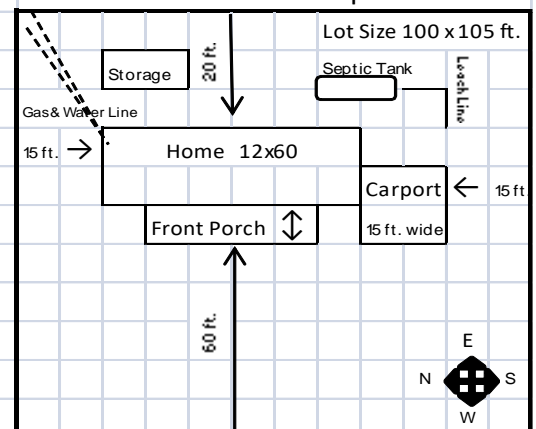
1. Location of property on street or access road.

Street Name

Street Name

## Plot Plan

## Plot Plan Example



1. There must be a minimum of 20 feet from the front property line to the closest structure, ie., porch, swing, carport.
2. There must be a minimum of 10 feet from the side property line to the closest structure.
3. There is no minimum from the back property line, but we recommend 10 feet.
4. EXCEPTION-DOUBLE FRONTAGE (Corner Lot) minimum of 20 feet from the front and side property lines to the closest structure.

**In Accordance with A.R.S. Title 32**

I am currently a licensed contractor:

Contractor Name: \_\_\_\_\_  
Doing Business As: \_\_\_\_\_  
ROC License #: \_\_\_\_\_/Classification or ROC License: \_\_\_\_\_  
Contractor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

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I am an Owner/Builder:

Owner/Builder Name: \_\_\_\_\_  
Owner/Builder Address: \_\_\_\_\_  
Owner/Builder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**EXEMPTION FROM LICENSING**

**I am exempt from Arizona Contractors' license laws on the basis of the licensing exemptions contained in A.R.S. 32-1121A.**

- ☐ I am the owner/Builder of the property. I will follow in strict compliance with 32-1121A.5. The property is intended for sole occupancy by the owner, not intended for occupancy by members of the public, owner's employees or business visitors. The structures are **NOT INTENDED FOR SALE OR RENT WITHIN 1 YEAR AFTER COMPLETION.**
- ☐ I am the Owner/Developer of the property. I will follow in strict compliance with 32-1121A.6. I will contract with a General Contractor licensed pursuant to this chapter. To qualify for this exemption, all licensed contractors' names and license numbers working on this project shall be included on this application and contained within all sales documents.
- ☐ Other Exemption: \_\_\_\_\_

**I fully understand that the exemption provided by A.R.S. 321121A.14 (the Handyman Exemption) does not apply to ANY constriction project which requires a building permit, is the smaller part of a larger project and/or the total aggregate contract price including labor, materials and all other items is \$1,000 or more.**

I will be using the following licensed contractors or sub-contractors on this project:

\_\_\_\_\_  
ROC License #: \_\_\_\_\_ Class: \_\_\_\_\_  
(General Contractor)

\_\_\_\_\_  
ROC License #: \_\_\_\_\_ Class: \_\_\_\_\_  
(Mechanical Contractor)

\_\_\_\_\_  
ROC License #: \_\_\_\_\_ Class: \_\_\_\_\_  
(Electrical Contractor)

\_\_\_\_\_  
ROC License #: \_\_\_\_\_ Class: \_\_\_\_\_  
(Plumbing Contractor)

**FALSIFICATION OF INFORMATION ON THIS DOCUMENT FOR THE PURPOSE OF EVADING OR ATTEMPTING TO EVADE STATE LICENSING LAWS IS A CLASS 2 MISDEMEANOR PURSUANT TO ARIZONA REVISED STATUTES 13-2704.**

I have read and fully understand all of the information contained within this document. The above information provided by me on this document is true and accurate to the best of my knowledge.

PRINT FULL NAME AND ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_